



**Appendix I:**  
**Compliance Representative Storm Water**  
**Compliance Training Program Outline**



## Storm Water Compliance Training Program

### Introductory Training:

- Given to:** The National Storm Water Compliance Representative, all Division Storm Water Compliance Representatives, all Site Storm Water Compliance Representatives, and all KB Home employees designated to perform storm water compliance functions on behalf of a Division or Site Representative.
- Format:** Approximately 2-hour on-line training course followed by an on-line exam.<sup>1</sup>
- Certificate:** Successful completion of the course will result in the attainment of a Storm Water Compliance Training Certificate, valid for 15 months.
- Contents:** The basics of a successful Introductory Storm Water Compliance Training Program for the homebuilding industry, from a field perspective:
- *Regulatory Overview* (10 minutes)
    - Brief overview of the Clean Water Act and EPA's Storm Water Regulations, and their relationship with the State Storm Water Programs
    - Background on the Consent Decree
  - *Storm Water 101* (20 minutes)
    - Storm water pollutants and discharges
    - Storm water controls and practices
    - Non-storm water pollutants and discharges
    - Non-storm water controls and practices

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<sup>1</sup> The projected timeframes for each training module in this syllabus are based on the approximate time needed to cover each topic in an e-learning environment. Actual times may vary depending on each individual trainee. If presented in a live setting, the actual times may be two to three times longer.

- *Storm Water Permitting Basics* (20 minutes)
  - Regulated jobsites and discharges
  - Regulatory authorities and their permits
  - Notices of Intent (or similar forms)
  - Consent Decree requirements (pre-construction inspection review)
- *Contents of a Storm Water Plan* (20 minutes)
  - KB Home development guidance
  - Maps
  - Storm water BMP's
  - Non-storm water controls and practices
  - Signatures
- *Jobsite Inspections* (20 minutes)
  - Forms
  - Frequency
  - Signatures
  - Maintenance
  - Recordkeeping
  - Government inspections (federal, state and local)
  - Consent Decree requirements (inspection form, maintenance tracking program, and signature requirements)
- *Quarterly Compliance Inspections and Reporting* (10 minutes)
  - Quarterly Compliance Inspections by the Division
  - Internal reporting
  - National Compliance Summary Report
  - Sanctions for non-compliance
- *Contractor Oversight* (10 minutes)
  - Contracts
  - Educational material
  - Signage
  - Sanctions for non-compliance
- *Winding Down a Jobsite* (5 minutes)
  - Final inspection
  - Notice of Termination (or similar form)

- *Where to Get Help?* (5 minutes)
  - KB University
  - Internet resources
  - National, Division, and Site Storm Water Compliance Representatives
  - Storm Water Consultants

## **Annual Refresher Training:**

**Given to:** KB Home employees who have been trained and certified pursuant to the Introductory Storm Water Training Program described above.

**Format:** Approximately 1-hour on-line training course followed by an on-line exam.

- *Regulatory Overview* (5 minutes)
- *Storm Water 101* (5 minutes)
- *Storm Water Permitting Basics* (5 minutes)
- *Contents of a Storm Water Plan* (5 minutes)
- *Jobsite Inspections* (10 minutes)
- *Quarterly Compliance Inspections and Reporting* (10 minutes)
- *Contractor Oversight* (5 minutes)
- *Lessons Learned* (10 minutes)
- *Where to Get Help?* (5 minutes)